

AURORA COLLEGE

POLICY

A College Academic Calendar will be produced annually.

PRINCIPLES

1. Access to accurate and concise information regarding courses, programs and related operational information is important to potential students, College staff and students, employers and others with an interest in the College.
2. Potential students require access to accurate information through the Calendar in order to select an appropriate program/course for their future and make decisions concerning post-secondary education.

PROCEDURES

1. The Office of the Registrar shall be responsible for the production and distribution of an academic calendar containing information on the following academic year's courses, programs and operations.
2. The members of the Senior Management Team (i.e. the President, Vice Presidents, and Directors) or their designates shall be responsible for verifying the accuracy and consistency of information pertaining to their areas of responsibility.
3. Staff from the Office of the Registrar, Communications and College Relations, and Information Systems and Information Technology shall work together to produce both a print and online version of the academic calendar.
4. The print calendar is the official academic calendar of Aurora College.
5. Where there is a discrepancy between the academic calendar and the program or course outlines, the program or course outlines shall prevail.
6. The academic calendar shall be published by the end of November of each year.

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FACT SHEET

DATES:

1993-10-03	New policy issued.
1996-06	Policy revised. Programs and Planning Committee Motion #PP27-1996. Board of Governors Motion #BG54-1996. Implemented August 1996.
1997-03	Policy revised. Programs and Planning Committee Motion #PP03-1997. Board of Governors Motion #BG19-1997. Implemented April 25, 1997.
2011-04-07	New format approved and implemented.
2012-07-27	Policy revised and renamed (former name <i>Calendar</i>). Board of Governors Motion #BG30-2012. Implemented July 1, 2012.

RELATED POLICIES

C.19 Academic Year

RELATED AURORA COLLEGE BYLAWS

Bylaw #2 Academic Standards